



NAME : _____
 ADDRESS : _____
 : _____
 : _____
 UID No : _____
 EPIC CARD NO : _____
 Dated : _____

To,
 The Director,
 Directorate of Archives & Archaeology,
 Panaji – Goa.

Paid Rs. _____

R.No. _____ dt. _____

Sub: Request for certified Digital print of Inventory / Civil / Criminal File

Sir,

I, the undersigned hereby kindly request you to issue me a certified digital prints of the documents (in big size / small size) of the folios No. _____

of the orph. Invt. / Civil / T.M.T. / File No. _____ Year _____
 of _____ Office _____
 (_____) instituted in the Court of _____
 upon the death of being one of the parties _____
 _____.

I am interested in the above documents (s) (State in what way you are connected.) _____

The said document is required for _____.

The necessary fees are being paid in advance.

Yours faithfully,